

Narcotics Task Force Subgrants Department of Public Safety – Program 2

I. PROGRAM OBJECTIVE

The purpose of this program is to solve sophisticated criminal cases involving controlled substances in order to remove the perpetrators from exposure to the public through detection, apprehension, and assistance in the subsequent prosecution of individuals guilty of violations of the law. Subgrants provided by this program are intended to further this overall objective at the state and local level.

(Subgrants are provided by the Anti-Drug Abuse Act of 1988, Public Law 100-690, Title VI, Subtitle C.)

II. PROGRAM PROCEDURES

Subgrants are approved by the Drug & Violent Crime Control Advisory committee based upon applications. The funds awarded to, and the grant requirements of, each subgrantee is documented in a Grant Award Agreement.

III. COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES

A. TYPES OF SERVICES ALLOWED AND UNALLOWED

Compliance Requirement

Granted funds must be used by the grantee in the manner noted in the grant agreement.

Suggested Audit Procedures

- Test to ascertain whether expenditures were made to further program objectives, and
- The expenditures were made in accordance with the grant agreement.

B. ELIGIBILITY

The auditor is not expected to determine eligibility.

C. MATCHING, LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

Most of the subgrants require match funding to be provided by the grantee. Testing should be made to determine that the funds noted as match were expended to meet the program objectives and described on the Grant Award page of the agreement in the form of cash to carry out the project.

D. REPORTING REQUIREMENTS

Compliance Requirement

The grantee must submit a properly certified bill at least quarterly to the Department of Public Safety known as the "Report of Expenditures and Request for Funds." These billings must include a full accounting of expenses submitted for reimbursement.

Suggested Audit Procedures

- Review copies of the reports to determine if they adequately identify the source and application of funds to determine accuracy and completeness,
- Review expenditures to assure that the line item of the expenditures is in accordance with the grant agreement,
- Compare actual and budgeted amounts, and
- Assure that the grantee maintains separate financial records for the accounting of funds under the grant that tie to the grantees central accounting system.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

Examine records necessary to assure compliance with the provisions of 28 CFR as it is applicable to the subgrant and that the grantee is in compliance with the provisions of the Office of Justice Programs' "Financial Guide," [April 1996] **2000, Millennium Issue.**

Suggested Audit Procedure

- Review audit expenditures to determine if they are consistent with furthering program objectives.

Modified 5/02